

Par.1. **Material Transmitted and Purpose** --Transmitted with this Manual Letter are changes to Service Chapter 447-10, "Economic Assistance IV-E Foster Care Eligibility": New language has been underlined and the old language has been struck through. PI 15-10 has been superseded.

Par. 2. EFFECTIVE DATE: **Immediately**

New section was added.

1. **Foster Care Eligibility Quality Assurance Reviews 447-10-18**

Accurate eligibility determination and proper payments are underlying principles throughout this policy chapter. Federal law requires scheduled audits to assess compliance with federal requirements for Title IV-E foster care eligibility in North Dakota. A federal audit team comprised of state and federal auditors review eligibility determinations and whether federal funds are expended correctly on IV-E eligible children in reimbursable placements. Feedback is provided to the state to promote proper and efficient administration of the Title IV-E program. States found to be in substantial compliance are not subject to review for 3 years. States that exceed the error threshold must complete a Program Improvement Plan and undergo a secondary review annually.

To ensure quality and prepare for the federal audit, a State Review team comprised of State and county eligibility workers will review a random stratified sample of foster care eligibility cases each year. All match codes will be pulled into the sample to ensure a comprehensive understanding of issues impacting Title IV-E eligibility. The case draw methodology will remain on file with Decision Support Services and can be made available upon request. The review will focus on the initial eligibility determination and at least one payment authorized during a specific period under review. County agencies will receive notice of selected files 2 – 3 weeks prior to the scheduled review. Feedback will be provided to the financial county within 30 days following the audit. If an error is discovered, the State Review Team will provide the financial county with an explanation of the error and instructions on how to correct the error, if applicable. The financial county must rectify correctable errors

within 30 days from notification. The financial county must provide the State Review Team with documentation of the corrective action and the date of completion. If the financial county fails to complete the corrections within 30 days, CFS will follow up with the financial county.

A financial county that is found to be out of compliance with State statutes, rules, or policies, or federal statutes and regulations when determining foster care eligibility or authorizing foster care payments will be required to submit a corrective action plan to Children and Family Services. The financial county will be required to refund payments made that are not in compliance with Service Chapter 447-10 Title IV-E Foster Care and Service Chapter 623-05 Foster Care Maintenance Payments. Reimbursement arrangements will be secured between the financial county and Department through the Corrective Action Plan.